

Approved Minutes

Regular meeting of the Fremont County Library System Board of Directors held on Wednesday March 1, 2023 in person at Dubois Branch Library and via Zoom.

Board Members Present: Perry Cook, Carrie Johnson, John Angst, and Sherry Shelley. **Also present:** Anita Marple -Director
Guests: no guests

The meeting was called to order at 9:35 am by Perry Cook, Chair.

- 1. Approval of Agenda** John moved to accept the agenda with the addition of 7C. Motion passed
- 2. Guest:** None
- 3. Approval of Consent Agenda** Sherry moved. Motion passed.
 - A. Regular board minutes—February meeting
 - B. Record of Financial Statements & Actions
 - Wyoming Community Bank: \$ 896,911.59 (2-24-23)
 - WSL Combined Interest Fund: \$ 13,597.46 (2-10-23)
 - Tax Distribution—February: \$ 136,139.63 (2-13-23)
 - Cash Reserve: (No separate FCLS Cash Reserve in FY22-23) We have \$200,000 from the Fremont County Cash Reserve Fund included in our WCB total.
 - C. Approval of Bills & Signatures
- 4. Correspondence** - none
- 5. Public Comment** - none
- 6. Reports Roundtable**
 - A. Commissioner Update - no report. Some discussion about the library's challenges and how to communicate that to the commissioners. It was agreed to have John Angst write a letter to the county commissioners, in addition to having Anita update the county commissioners quarterly about those challenges.
 - B. Director & Assistant Director Reports
- 7. Unfinished Business**
 - A. Status of library vehicle replacement: WARM settlement and FC ARPA award; board approval to purchase - John moved to purchase a 2021 Chevy Tahoe to replace the vehicle. Motion passed.
 - B. FCLS communication on collection development policy & Citizen's Request for Reconsideration of Library Materials process - Library staff will deal with these issues as they arise.
 - C. Donation from Episcopal Diocese - Shari has been talking with WRTA to purchase bus passes with the \$1500 to get reservation members into the library.
- 8. New Business**
 - A. Budget process: information and set date for budget work session - Anita informed the board about the process involved in building the budget based on county revenue projections. They will schedule hearings with the different departments based on the

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projections. Final budgets will be determined by the end of June. The board will meet late March to discuss the next budget before it is submitted to the county commissioners.

B. Adding Monday public access hours at Lander Library: discussion & action - propose Monday hours to be 1-6pm. John moved to open the Lander Library on Mondays beginning March 20. Motion passed.

C. Board procedures: additions (Chair) - Conflict of Interest revision will be discussed next month.

The following are additions for the procedures: Communication: The Chair should be the liaison between the Board and Management (the Director). Storage of documents paper or electronic: Documents whether paper or electronic should be retained for five years (Jodi Darrough, Assistant County Attorney 8/22). As the Board Secretary is now generating Board minutes, the Board has elected to keep those minutes minimalistic. Therefore, when a motion is made, that motion should have the rationale for the motion so that there is a record of why a motion was made. John moved to accept these additions to the procedures.

Motion passed

D. Lander Children's Museum trailer: after discussion, consensus was not to pursue purchasing the trailer

9. Action Items Update

Meeting adjourned at 11:18 am

Next meeting: Wednesday, April 5, 9:30 am in person at the Lander Library and via Zoom Meeting.